



PORTAGE COUNTY

MEETING MINUTES

HEALTH CARE CENTER COMMITTEE

PORTAGE COUNTY ANNEX
CONFERENCE ROOMS 1 & 2
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Tuesday, January 11, 2022

5:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 341 296 635, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to lingforl@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

Meeting called to order at 5:04 p.m.

Members attending in person: M. Johnson, M. Neville, R. Reser

Members attending on-line: N. Moua, D. Raabe

Members absent: None

Members excused: None

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

1. January 5, 2022 Minutes

A motion was made by M. Neville, seconded by D. Raabe to approve the minutes from January 5, 2022. The motion carried on a voice vote with no negative votes.

CORRESPONDENCE

None.

DISCUSSION/POSSIBLE ACTION

2. Discussion/Possible Action: Regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)
 - Request for special meeting attendance
 - Approval of attendance of special meetings
 - Special meeting attendance reports

None.

3. Discussion/Possible Action: Regarding Dimension IV Madison Design Group 100% Concept and Budget Report.

A motion was made by R. Reser, seconded by N. Moua to accept the proposal from Dimension IV Madison Design Group 100% Concept and Budget Report. A discussion was held. M. Neville had questions about the beauty salon, possible duplicate sanitizer

equipment in the resident bathrooms and the cost of the side chairs. Executive Holman addressed her concerns. R. Reser commented that there is a market for used furniture. It may be possible for the County to sell some of the old equipment. C. Schultz, Procurement Director, said there are options available to sell items, such as listing on Wisconsin Surplus. R. Reser asked how to proceed from the current pre-design phase to the next phase. Executive C. Holman said we would create a request for proposal (RFP) for design services using the 100% Concept and Budget Report. There is a contingency built into the budget that would cover the cost of the RFP. The motion carried on a voice vote with no negative votes.

4. Discussion/Possible Action: Regarding operation cost calculations for the referendum question.

Executive C. Holman provided an update on the progress that was made since the last meeting regarding the cost calculation for the referendum question. The CLA model is based on calendar year 2021 actual performance. Calculations become very difficult when looking beyond the year 2027. The model includes a 1.5% annual increase to the debt figure from the year 2027. This is the assumption used to calculate the financial levy amount needed in the year 2042. The calculation shows the need for a \$4.115 Million tax levy. CLA has calculated a projection of \$4.5 Million in 2042. The Finance Committee has a meeting on January 17, 2022, at 4:00 p.m. We will discuss with the bond counsel to determine the annual debt payment schedule. Any changes needed for the final cost calculation amount for the referendum question would be made during the Finance Committee meeting. A policy will be created to explain how the annual tax levy financial need will be determined. The referendum request will ask to levy UP TO \$4.115 Million (or the amount determined at the Finance Committee meeting) but the annual tax actually levied may be less than the maximum.

A motion was made by R. Reser, seconded by D. Raabe to discuss the operation cost calculation for the referendum question. R. Reser said he feels comfortable with the model and feels the levy amount is based on what we can project going forward. M. Neville was in agreement with R. Reser. D. Raabe said the levy amount was a realistic and conservative number. Chair M. Johnson was in agreement. R. Reser asked if M. McDonald and L. Lingford felt comfortable with the amount. L. Lingford said that many people have reviewed the model and felt comfortable with the projection.

5. Discussion/Possible Action: Regarding Resolution Authorizing And Approving A Referendum To Exceed State Imposed Property Tax Levy Limits By \$ (to be determined by the outcome/approval of Action Items 3 and 4) Million Dollars For Operating The Portage County Health Care Center (A.K.A. Portage County Home).

A motion was made by R. Reser, seconded by D. Raabe to authorize and approve the resolution as stated up to \$4.115 Million with the caveat that it may be revised at the Finance Committee meeting on January 17, 2022 after discussion with the bond counsel. M. Neville noted three editorial changes to the resolution. The editorial changes will be made to the resolution. Chair M. Johnson called for a voice vote. The motion carried on a voice vote with no negative votes.

REPORTS

6. Chairperson Report

None.

7. Administrator Report

M. McDonald said thank you to everyone for their collaboration on the recent projects. Our team continues to maintain high levels of infection control protocols. Many colleagues have reported team shortages and needed to use temporary staffing. M. McDonald said that she looked at referrals from last year. She has noted an increase in complexity of care needs and the decrease in the length of stay approved by insurance carriers. M. McDonald said thank you to our Human Resources department for recruiting well-qualified team members. We continue to maintain a solid team. M. McDonald said we had two recent state surveys. Both surveys were citation free. We are proud of the high-quality of care that is provided for our residents.

8. Business Manager Report

- Vendor Invoice List
 - Dimension IV- referendum study
 - Herb Fitzgerald- belt for dryer
 - Precision Glass & Door- nurses station partitions
 - Rasmussen Plumbing- generator piping
 - Ron's Refrigeration- air handler coil repair

- Financial Report

L. Lingford said thank you to Executive C. Holman and Finance Director J. Jossie for their work on the referendum question and operational cost calculation. The November census was 26 with a year-to-date census of 33.3. The cost per day is \$541.20. November had 780 resident days. L. Lingford said that the November financial report reflects the receipt of the Phase IV stimulus funds of \$537,000. We are waiting for guidance on the usage of those funds. We received \$781,000 in Federal funds and \$32,000 in State funds. Those funds have been exhausted on COVID related expenses. We continue to have COVID related expenses. We continue to COVID test staff twice weekly. Staff with direct resident contact are tested daily. We report around 480-500 tests weekly. L. Lingford said that we will be reviewing the frequency of testing based on the availability of testing supplies. L. Lingford reported that we have not had to use temporary staffing.

9. County Executive Report

None.

NEXT MEETING DATE

10. February 16, 2022 at 5:00 P.M. in Annex Conference Room 1 & 2

ADJOURNMENT

A motion was made by R. Reser, seconded by M. Neville to adjourn at 5:58 P.M. The motion carried on a voice vote with no negative votes.

NOTICES

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.